

11:20 a.m.–11:30 a.m. Discussion/
Questions
11:30 a.m.–11:50 a.m. Modeling Issues
and Problems
11:50 a.m.–12:00 p.m. Discussion/
Questions
12:00 p.m.–1:30 p.m.
LUNCH

Session III—Leaching Science

Thursday, July 22; 1:30 p.m.–5:00 p.m.
1:30 p.m.–1:50 p.m. Inorganic Leaching
Science
1:50 p.m.–2:00 p.m. Discussion/
Questions
2:00 p.m.–2:20 p.m. International
Perspective of Leaching Science
2:20 p.m.–2:30 p.m. Discussion/
Questions
2:30 p.m.–2:50 p.m. Organic Leaching
Science
2:50 p.m.–3:00 p.m. Discussion/
Questions
3:00 p.m.–3:30 p.m. BREAK
3:30 p.m.–3:50 p.m. Overview of
Current Testing Approaches
3:50 p.m.–4:00 p.m. Discussion/
Questions
4:00 p.m.–4:20 p.m. Overview of
California EPA Approach
4:20 p.m.–4:30 p.m. Discussion/
Questions
4:30 p.m.–4:50 p.m. Overview of
Rutgers Research Supported by EPA
4:50 p.m.–5:00 p.m. Discussion/
Questions

Session IV—Leaching Policy and Applications

Friday, July 23; 8:00 a.m.–12:00 p.m.
8:00 a.m.–9:00 a.m. Test Design and
Implications: Waste
Characterization
9:00 a.m.–10:00 a.m. Discussion/
Questions
10:00 a.m.–10:30 a.m. BREAK
10:30 a.m.–11:30 a.m. Test Design and
Implications: Site Characterization
11:30 a.m.–12:00 p.m. Discussion/
Questions
12:00 p.m.–1:00 p.m. LUNCH

Session V—Leaching Policy and Applications and Wrap-Up

Friday, July 23; 1:00 p.m.–3:15 p.m.
1:00 p.m.–2:00 p.m. Test Design and
Implications: Treatment
Effectiveness
2:00 p.m.–2:30 p.m. Discussion/
Questions
2:30 p.m.–3:00 p.m. Summary of
Meeting Results
3:00 p.m.–3:15 p.m. Next Steps

III. How Should I Submit Comments on the Topics of the Public Meeting?

We established a public docket under docket control number F-1999-WLPA-

FFFFF for the submission of comments. We will accept comments in written or electronic format at the addresses indicated above under **ADDRESSES**. Please submit comments to those addresses before the meeting so that panel speakers have time to review and consider the information.

We welcome your views on all aspects of the meeting's topic. For example, we invite you to provide different views on waste characterization by leaching procedures, new or alternative leaching methods, current leaching methods used within the RCRA Program, potential effects of the development and implementation of new leaching procedures, and any other relevant information.

IV. Special Accommodations

If you require special accommodations at this meeting, including wheelchair access, please contact Lisa Enderle of SAIC at the address listed above under **ADDRESSES**. Please contact Ms. Enderle at least five business days prior to the meeting so that appropriate arrangements can be made.

V. Registration Form

To register for the public meeting on the development of new waste leaching procedures, please complete the attached registration form and send it to Lisa Enderle via fax at: (703) 698-6101 or by mail to: Lisa Enderle, SAIC, 2222 Gallows Road, Suite 300, Dunn Loring, VA 22027. (As with any public meeting, there is no charge for attendance.)

Registration Form for EPA Public Meeting on the Development of New Waste Leaching Procedures

Send completed form to Lisa Enderle via fax at: (703) 698-6101 or by mail to: Lisa Enderle, SAIC, 2222 Gallows Road, Suite 300, Dunn Loring, VA 22027.

Name: _____
Affiliation: _____
Street Address: _____
City: _____
State: _____
Zipcode: _____
Telephone: _____
Fax: _____
E-mail address: _____

Dated: May 11, 1999.

James R. Berlow,
Acting Director, Office of Solid Waste.
[FR Doc. 99-13197 Filed 5-24-99; 8:45 am]
BILLING CODE 6560-50-U

FARM CREDIT ADMINISTRATION

Privacy Act of 1974; System of Records

AGENCY: Farm Credit Administration.

ACTION: Advance notice with request for comments; publication of systems of records; publication of proposed system notice for new systems of records.

SUMMARY: Under the Privacy Act of 1974, as amended (5 U.S.C. 552a), the Farm Credit Administration (FCA) is:

- Amending its Privacy Act systems of records;
- Establishing new systems of records;
- Deleting some existing systems of records; and
- Publishing a complete notice of its inventory of systems of records.

The new and amended systems of records will help us collect, maintain, use, and disclose information about individuals.

We filed a New Systems Report with Congress and the Office of Management and Budget (OMB) on May 14, 1999.

DATES: You should forward written comments by June 24, 1999. We will adopt this notice without further publication on July 24, 1999, unless we change it to incorporate public comments and publish another notice.

ADDRESSES: You may mail written comments (in triplicate) to Debra Buccolo, Privacy Act Officer, Farm Credit Administration, 1501 Farm Credit Drive, McLean, Virginia 22102-5090. Copies of all comments we receive will be available for review by interested parties at FCA headquarters.

FOR FURTHER INFORMATION CONTACT:

Debra Buccolo, Privacy Act Officer,
Farm Credit Administration, 1501
Farm Credit Drive, McLean, Virginia
22102-5090, (703) 883-4022, TDD
(703) 883-4444

or

Jane M. Virga, Senior Attorney, Office of
General Counsel, Farm Credit
Administration, 1501 Farm Credit
Drive, McLean, Virginia, 22102-5090,
(703) 883-4071, TDD (703) 883-4444

SUPPLEMENTARY INFORMATION: We have reviewed all FCA systems of records and have identified eight new systems and nine existing systems requiring substantive modification. We have deleted six systems.

We have revised each system description. We have changed the designated points of contact for inquiring about the systems, accessing the records, and requesting amendments to the records. We also have changed the categories of records maintained and

storage methods. We have clarified the wording of several of the routine uses and added new uses compatible with the purpose for which the information is collected. We have reviewed and amended, as appropriate, all retention periods. Finally, we have made minor administrative and editorial changes.

We are deleting six systems (FCA-3, Upward Mobility Skills Survey; FCA-4, Group Accident Insurance Records; FCA-5, Employee Reports of Financial Interests and Employment; FCA-6, Farm Credit Bank Personnel Records; FCA-16, Federal Land Bank Loans; and FCA-17, Production Credit Association Loans) because we no longer maintain the records or the records are now covered by a Government-wide system notice. (By way of background information, we deleted FCA-1 and FCA-2 on December 27, 1993.) We have modified and assigned new system numbers, as indicated below.

FCA-7, Employee Attendance, Leave, and Payroll Records, has been revised to reflect the use of machine-readable records, as well as paper records and some computer-output microfiche. The new system number is FCA-1, Employee Attendance, Leave, and Payroll Records.

FCA-8, Employee Travel and Vendor Voucher Files, FCA-9, Financial Management Records, and FCA-11, Procurement Records, have been combined into one system of records. Also, the systems notice has been revised to reflect the use of machine-readable records, as well as paper records. The resulting new system of records is FCA-2, Financial Management Records.

FCA-10, Property Accountability Records, is now maintained both on paper and on a computerized database. The new system number is FCA-3, Property Accountability Records.

FCA-12, Biographical Files, has been amended to reflect the 1985 restructuring of FCA, which eliminated the Federal Farm Credit Board and created the FCA Board. FCA no longer maintains Farm Credit System director biographies. The new system number is FCA-4, Biographical Files.

FCA-13, Public Information Requests File, and FCA-15, Congressional Correspondence File, have been combined into one system of records. The new system tracks employee assignments. The resulting new system is FCA-5, Assignments and Correspondence Tracking System.

FCA-14, Freedom of Information Requests, has been revised to reflect the computerized database for the files and that we file Privacy Act requests in this system. The new system number is

FCA-6, Freedom of Information and Privacy Act Requests.

FCA-18, Inspector General Investigative Files, is unchanged. The new system number is FCA-7.

FCA-19, FCA Internet Access System, is unchanged. The new system number is FCA-8.

Finally, we have created the following eight new systems: FCA-9, Personnel Security Files; FCA-10, Farm Credit System Institution Criminal Referrals; FCA-11, Litigation and Administrative Adjudication Files; FCA-12, Health and Life Insurance Records; FCA-13, Correspondence Files; FCA-14, Employee Travel Records; FCA-15, Employee Training; and FCA-16, Examiner Training and Education Records.

Having made these changes, FCA's systems categories now are: FCA-1, Employee Attendance, Leave, and Payroll Records; FCA-2, Financial Management Records; FCA-3, Property Accountability Records; FCA-4, Biographical Files; FCA-5, Assignments and Correspondence Tracking System; FCA-6, Freedom of Information and Privacy Act Requests; FCA-7, Inspector General Investigative Files; FCA-8, FCA Internet Access System; FCA-9, Personnel Security Files; FCA-10, Farm Credit System Institution Criminal Referrals; FCA-11, Litigation and Administrative Litigation Files; FCA-12, Health and Life Insurance Records; FCA-13, Correspondence Files; FCA-14, Employee Travel Records; FCA-15, Employee Training; and FCA-16, Examiner Training and Education Records.

As required by 5 U.S.C. 552a(r) of the Privacy Act, we have notified OMB, the Committee on Government Reform of the House of Representatives, and the Committee on Governmental Affairs of the Senate of the amended and proposed systems of records. The notices are published in their entirety below.

Systems of Records

Table of Contents

FCA-1 Employee Attendance, Leave, and Payroll Records—FCA
 FCA-2 Financial Management Records—FCA
 FCA-3 Property Accountability Records—FCA
 FCA-4 Biographical Files—FCA
 FCA-5 Assignments and Correspondence Tracking System—FCA
 FCA-6 Freedom of Information and Privacy Act Requests—FCA
 FCA-7 *Inspector General Investigative Files—FCA
 FCA-8 FCA Internet Access System—FCA
 FCA-9 *Personnel Security Files—FCA

FCA-10 *Farm Credit System Institution Criminal Referrals—FCA
 FCA-11 Litigation and Administrative Litigation Files—FCA
 FCA-12 Health and Life Insurance Records—FCA
 FCA-13 Correspondence Files—FCA
 FCA-14 Employee Travel Records—FCA
 FCA-15 Employee Training—FCA
 FCA-16 Examiner Training and Education Records

*Exempt

General Statement of Routine Uses

In addition to the disclosures generally permitted under 5 U.S.C. 552a(b), we may disclose these records or information in them under 5 U.S.C. 552a(b)(3) as provided below. The following routine uses apply to and are incorporated by reference into each system of records set forth below unless otherwise indicated.

(1) We may disclose a record or information in the record system when it indicates a violation or potential violation of law, whether civil, criminal, or regulatory, and whether arising by general statute or particular program statute, or by regulation, rule, or order issued pursuant thereto, to the appropriate Federal, State, local, or foreign agency or authority charged with the responsibility for investigating or prosecuting such violation or charged with enforcing compliance with the law.

(2) We may disclose a record or information in the record system to a responsible licensing authority if the records are relevant and necessary in the particular licensing decision.

(3) We may disclose a record or information in the record system to an agency, office, or establishment of the executive, legislative, or judicial branch of the Federal or State Government, in response to its request, in connection with hiring or retaining an employee, issuing a security clearance, reporting on an investigation of an employee, letting a contract, or issuing a license, grant, or other benefit to the subject of the record.

(4) We may disclose a record or information in the record system to a Federal congressional office in response to an inquiry from that office made at the request of the person who is the subject of the record.

(5) We may disclose a record or information in the record system in a proceeding before a court or adjudicative body where FCA is authorized to appear or to the Department of Justice for use in litigation, when

(i) FCA, or

(ii) Any FCA employee in his or her official capacity, or

(iii) Any FCA employee in his or her individual capacity where the Department of Justice or the Agency has agreed to represent the employee, or

(iv) The United States, where FCA determines that litigation is likely to affect the Agency, is a party or has an interest in the litigation or proceeding and FCA deems the use of such records to be relevant and necessary.

(6) We may disclose a record or information in the record system to a court, magistrate, or administrative tribunal in presenting evidence, including disclosures to counsel or witnesses during civil discovery, litigation, administrative proceedings, settlement negotiations, or in connection with criminal proceedings, when FCA is a party to the litigation or proceeding.

(7) We may disclose a record or information in the record system to a court or other adjudicative body before which FCA is authorized to appear when,

(i) FCA, or

(ii) Any FCA employee in his or her official capacity, or

(iii) Any FCA employee in his or her individual capacity, is a party or has an interest in the litigation or proceeding and FCA deems the use of such records to be relevant and necessary.

(8) We may disclose a record or information in the record system to the National Archives and Records Administration (NARA) for records management inspections conducted under 44 U.S.C. 2904 and 2906.

FCA-1

SYSTEM NAME:

Employee Attendance, Leave, and Payroll Records—FCA.

SECURITY CLASSIFICATION:

None.

SYSTEM LOCATION:

Farm Credit Administration, 1501 Farm Credit Drive, McLean, VA 22102-5090 and field offices listed in Appendix A.

CATEGORIES OF INDIVIDUALS COVERED BY THE SYSTEM:

Current and former FCA employees.

CATEGORIES OF RECORDS IN THE SYSTEM:

This system contains paper, electronic, and microfiche files containing payroll-related information for FCA employees reported on a biweekly, year-to-date, and, in some cases, annual basis. It includes the "Agency Time Tracking System,"

payroll and leave data for each employee including rate and amount of pay, hours worked, tax and retirement deductions, leave bank records, life insurance and health insurance deductions, savings allotments, savings bond and charity deductions, other financial deductions, mailing addresses, and home addresses. The National Finance Center's U.S. Department of Agriculture Personnel Payroll System provides agency payroll services.

AUTHORITY FOR MAINTENANCE OF THE SYSTEM:

12 U.S.C. 2243, 2252.

PURPOSE(S):

We may use information in this record system to prepare payroll, to meet Government payroll recordkeeping and reporting requirements, and to retrieve and supply payroll and leave information as required for Agency needs.

ROUTINE USES OF RECORDS MAINTAINED IN THE SYSTEM, INCLUDING CATEGORIES OF USERS AND THE PURPOSES OF SUCH USES:

We may disclose information in this system of records to other Government agencies, commercial or credit organizations, or to prospective employers to verify employment.

We may disclose information in this system of records to Federal, State, and local taxing authorities concerning compensation to employees or to contractors; to the Office of Personnel Management, Department of the Treasury, Department of Labor, and other Federal agencies concerning pay, benefits, and retirement of employees; to Federal employees' health benefits carriers concerning health insurance of employees; to financial organizations concerning employee savings account allotments and net pay to checking accounts; to State human resource offices administering unemployment compensation programs; to educational and training organizations concerning employee qualifications and identity for specific courses; and to heirs, executors, and legal representatives of beneficiaries.

We may disclose information in this system of records to the Office of Child Support Enforcement, Administration for Children and Families, Department of Health and Human Services, Federal Parent Locator System (FPLS), and Federal Tax Offset System for use in locating individuals and identifying their income sources, to establish paternity, establish and modify orders of support, and for enforcement actions.

We may disclose information in this system of records to the Office of Child Support Enforcement for release to the

Social Security Administration for verifying Social Security numbers in connection with the operation of the FPLS by the Office of Child Support Enforcement.

We may disclose information in this system of records to the Office of Child Support Enforcement for release to the Department of Treasury to administer the Earned Income Tax Credit Program (section 32, Internal Revenue Code of 1986) and to verify a claim with respect to employment in a tax return.

Additional routine uses are listed in the "General Statement of Routine Uses."

DISCLOSURES TO CONSUMER REPORTING AGENCIES:

We may disclose information from this system, under 5

U.S.C. 552a(b)(12), to consumer reporting agencies as defined in the Fair Credit Reporting Act, 15 U.S.C. 1681a(f), or the Federal Claims Collection Act of 1966, as amended, 31 U.S.C. 3701(a)(3), in accordance with 31 U.S.C. 3711(f).

POLICIES AND PRACTICES FOR STORING, RETRIEVING, ACCESSING, RETAINING, AND DISPOSING OF RECORDS IN THE SYSTEM:

STORAGE:

We maintain records in file folders or on a computerized database.

RETRIEVABILITY:

We retrieve paper records by name and electronic records by social security number.

SAFEGUARDS:

We maintain file folders in a cabinet in an area that is secured after business hours. Only authorized personnel have access to the computerized database.

RETENTION AND DISPOSAL:

In accordance with NARA General Records Schedule requirements for payroll-related records.

SYSTEM MANAGER(S) AND ADDRESS:

Director, Human and Administrative Resources Division, Farm Credit Administration, 1501 Farm Credit Drive, McLean, VA 22102-5090.

NOTIFICATION PROCEDURE:

Direct all inquiries about this system of records to: Privacy Act Officer, Farm Credit Administration, 1501 Farm Credit Drive, McLean, VA 22102-5090.

RECORD ACCESS PROCEDURES:

To obtain a record, contact: Privacy Act Officer, Farm Credit Administration, 1501 Farm Credit Drive, McLean, VA 22102-5090, as provided in 12 CFR part 603.

CONTESTING RECORD PROCEDURES:

Direct requests for amendments to a record to: Privacy Act Officer, Farm Credit Administration, 1501 Farm Credit Drive, McLean, VA 22102-5090, as provided in 12 CFR part 603.

RECORD SOURCE CATEGORIES:

FCA employee on whom the record is maintained. FCA employees who approve the records.

EXEMPTIONS CLAIMED FOR THE SYSTEM:

None.

FCA-2**SYSTEM NAME:**

Financial Management Records—FCA.

SECURITY CLASSIFICATION:

None.

SYSTEM LOCATION:

Farm Credit Administration, 1501 Farm Credit Drive, McLean, VA 22102-5090 and field offices listed in Appendix A.

CATEGORIES OF INDIVIDUALS COVERED BY THE SYSTEM:

Current and former FCA employees and persons that provide or may provide supplies or services to FCA by contract or purchase order.

CATEGORIES OF RECORDS IN THE SYSTEM:

This system contains paper files and a computerized database supporting the FCA financial management system, including employee travel advance records, travel vouchers, vendor vouchers and purchase orders, requisitions, FCA administrative expenses, collections, Agency-issued telephone credit cards, and other pertinent written information related to financial records and purchase transactions. Also included are bids, offers, and lease agreements.

AUTHORITY FOR MAINTENANCE OF THE SYSTEM:

12 U.S.C. 2243, 2252; 40 U.S.C. 471 *et seq.*

PURPOSE(S):

We use information in this system of records to provide records of reimbursement to and collections from employees for expenses incurred while in official travel status, to provide payments to vendors and other Government agencies, to maintain control over the collection and disbursement of Agency funds and to limit the opportunity for fraud, to prepare reports for management and other Government agencies, and to assist in any audits of purchases of supplies and services.

ROUTINE USES OF RECORDS MAINTAINED IN THE SYSTEM, INCLUDING CATEGORIES OF USERS AND THE PURPOSES OF SUCH USES:

See the "General Statement of Routine Uses."

DISCLOSURE TO CONSUMER REPORTING AGENCIES:

None.

POLICIES AND PRACTICES FOR STORING, RETRIEVING, ACCESSING, RETAINING, AND DISPOSING OF RECORDS IN THE SYSTEM:**STORAGE:**

We maintain records in file folders or on a computerized database.

RETRIEVABILITY:

We arrange file folders by: (1) SF 1166a (Voucher and Schedule of Payments) voucher number within each year, (2) employee name, (3) purchase order number or contract number, or (4) name of the vendor. We retrieve information on the computerized database by employee name, vendor number, or social security number, as applicable.

SAFEGUARDS:

We maintain file folders in a cabinet in an area that is secured after business hours. Only authorized personnel have access to the computerized database.

RETENTION AND DISPOSAL:

In accordance with NARA General Records Schedule requirements for financial records and procurement records.

SYSTEM MANAGER(S) AND ADDRESS:

Director, Office of Resources Management, Farm Credit Administration, 1501 Farm Credit Drive, McLean, VA 22102-5090.

NOTIFICATION PROCEDURE:

Direct all inquiries about this system of records to: Privacy Act Officer, Farm Credit Administration, 1501 Farm Credit Drive, McLean, VA 22102-5090.

RECORD ACCESS PROCEDURES:

To obtain a record, contact: Privacy Act Officer, Farm Credit Administration, 1501 Farm Credit Drive, McLean, VA 22102-5090, as provided in 12 CFR part 603.

CONTESTING RECORD PROCEDURES:

Direct requests for amendments to a record to: Privacy Act Officer, Farm Credit Administration, 1501 Farm Credit Drive, McLean, VA 22102-5090, as provided in 12 CFR part 603.

RECORD SOURCE CATEGORIES:

Persons, corporations, or governmental entities that make bids or offers to FCA or enter into leases or

other agreements with FCA. FCA employees who prepare or audit contractual actions.

EXEMPTIONS CLAIMED FOR THE SYSTEM:

None.

FCA-3**SYSTEM NAME:**

Property Accountability Records—FCA.

SECURITY CLASSIFICATION:

None.

SYSTEM LOCATION:

Farm Credit Administration, 1501 Farm Credit Drive, McLean, VA 22102-5090 and field offices listed in Appendix A.

CATEGORIES OF INDIVIDUALS COVERED BY THE SYSTEM:

Current and former FCA employees.

CATEGORIES OF RECORDS IN THE SYSTEM:

This system contains records identifying accountable property issued to FCA employees for official use. It includes the manufacturer's model and serial number of the accountable property, record number, unique bar code number, acquisition document identifier (purchase order or contract number), vendor's name, acquisition cost, in-service date, classification (by type of accountable property) number, employee to whom assigned, and employee's location.

AUTHORITY FOR MAINTENANCE OF THE SYSTEM:

12 U.S.C. 2243, 2252; 40 U.S.C. 471 *et seq.*

PURPOSE(S):

We use information in this system of records to maintain control over accountable property.

ROUTINE USES OF RECORDS MAINTAINED IN THE SYSTEM, INCLUDING CATEGORIES OF USERS AND THE PURPOSES OF SUCH USES:

See the "General Statement of Routine Uses."

DISCLOSURE TO CONSUMER REPORTING AGENCIES:

None.

POLICIES AND PRACTICES FOR STORING, RETRIEVING, ACCESSING, RETAINING, AND DISPOSING OF RECORDS IN THE SYSTEM:**STORAGE:**

We maintain records on a computerized database.

RETRIEVABILITY:

We retrieve records by name.

SAFEGUARDS:

Only authorized personnel have access to the computerized database.

RETENTION AND DISPOSAL:

We maintain the data in accordance with NARA General Records Schedule requirements for storing accounting files.

SYSTEM MANAGER(S) AND ADDRESS:

Director, Office of Resources Management, Farm Credit Administration, 1501 Farm Credit Drive, McLean, VA 22102-5090.

NOTIFICATION PROCEDURE:

Direct all inquiries about this system of records to: Privacy Act Officer, Farm Credit Administration, 1501 Farm Credit Drive, McLean, VA 22102-5090.

RECORD ACCESS PROCEDURES:

To obtain a record, contact: Privacy Act Officer, Farm Credit Administration, 1501 Farm Credit Drive, McLean, VA 22102-5090, as provided in 12 CFR part 603.

CONTESTING RECORD PROCEDURES:

Direct requests for amendments to a record to: Privacy Act Officer, Farm Credit Administration, 1501 Farm Credit Drive, McLean, VA 22102-5090, as provided in 12 CFR part 603.

RECORD SOURCE CATEGORIES:

FCA employee to whom property is issued.

EXEMPTIONS CLAIMED FOR THE SYSTEM:

None.

FCA-4**SYSTEM NAME:**

Biographical Files—FCA.

SECURITY CLASSIFICATION:

None.

SYSTEM LOCATION:

Farm Credit Administration, 1501 Farm Credit Drive, McLean, VA 22102-5090.

CATEGORIES OF INDIVIDUALS COVERED BY THE SYSTEM:

Current and former FCA employees (primarily managers) and FCA Board members.

CATEGORIES OF RECORDS IN THE SYSTEM:

This system contains biographical sketches and photographs.

AUTHORITY FOR MAINTENANCE OF THE SYSTEM:

12 U.S.C. 2243, 2252.

PURPOSE(S):

We use information in this system of records to inform the public about the background of FCA officials.

ROUTINE USES OF RECORDS MAINTAINED IN THE SYSTEM, INCLUDING CATEGORIES OF USERS AND THE PURPOSES OF SUCH USES:

We may disclose information in this system of records to Farm Credit System institutions and, on request, to the public in connection with public appearances and conferences.

Additional routine uses are listed in the "General Statement of Routine Uses."

DISCLOSURE TO CONSUMER REPORTING AGENCIES:

None.

POLICIES AND PRACTICES FOR STORING, RETRIEVING, ACCESSING, RETAINING, AND DISPOSING OF RECORDS IN THE SYSTEM:**STORAGE:**

We maintain records in file folders.

RETRIEVABILITY:

We retrieve records by name.

SAFEGUARDS:

We maintain file folders in a cabinet in an area that is secured after business hours.

RETENTION AND DISPOSAL:

Transferred to the National Archives for permanent retention as part of the Agency's published materials.

SYSTEM MANAGER(S) AND ADDRESS:

Director, Office of Congressional and Public Affairs, Farm Credit Administration, 1501 Farm Credit Drive, McLean, VA 22102-5090.

NOTIFICATION PROCEDURE:

Direct all inquiries about this system of records to: Privacy Act Officer, Farm Credit Administration, 1501 Farm Credit Drive, McLean, VA 22102-5090.

RECORD ACCESS PROCEDURES:

To obtain a record, contact: Privacy Act Officer, Farm Credit Administration, 1501 Farm Credit Drive, McLean, VA 22102-5090, as provided in 12 CFR part 603.

CONTESTING RECORD PROCEDURES:

Direct requests for amendments to a record to: Privacy Act Officer, Farm Credit Administration, 1501 Farm Credit Drive, McLean, VA 22102-5090, as provided in 12 CFR part 603.

RECORD SOURCE CATEGORIES:

FCA employee on whom the record is maintained.

EXEMPTIONS CLAIMED FOR THE SYSTEM:

None.

FCA-5**SYSTEM NAME:**

Assignments and Correspondence Tracking System—FCA.

SYSTEM CLASSIFICATION:

None.

SYSTEM LOCATION:

Farm Credit Administration, 1501 Farm Credit Drive, McLean, VA 22102-5090.

CATEGORIES OF INDIVIDUALS COVERED BY THE SYSTEM:

Current or former FCA employees assigned to a particular project or who have drafted or signed outgoing correspondence. Also, U.S. Congressmen or members of the public who submit a request for information or make a general inquiry.

CATEGORIES OF RECORDS IN THE SYSTEM:

This system contains incoming letters, outgoing correspondence, memoranda, documents pertaining to FCA's operations, and automated log (e.g., correspondence tracking system) to track the processing of correspondence and the mail.

AUTHORITY FOR MAINTENANCE OF THE SYSTEM:

12 U.S.C. 2243, 2252.

PURPOSE(S):

We use information in this system of records for reference, to track employee assignments, and to track mail.

ROUTINE USES OF RECORDS MAINTAINED IN THE SYSTEM, INCLUDING CATEGORIES OF USERS AND THE PURPOSES OF SUCH USES:

See the "General Statement of Routine Uses."

DISCLOSURE TO CONSUMER REPORTING AGENCIES:

None.

POLICIES AND PRACTICES FOR STORING, RETRIEVING, ACCESSING, RETAINING, AND DISPOSING OF RECORDS IN THE SYSTEM:**STORAGE:**

We maintain incoming letters or inquiries and their responses in file folders, on computer disks, and on computers. We store the automated log on a computer.

RETRIEVABILITY:

We file incoming letters or inquiries and their responses by Farm Credit District or alphabetically by requester's name. The automated log can sort and retrieve entries by Farm Credit District, subject, name of the member of Congress, and name of the FCA employee/author of the letter.

SAFEGUARDS:

We maintain file folders in a cabinet in an area that is secured after business hours. Only authorized personnel have access to the computers, computer disks, and the automated log.

RETENTION AND DISPOSAL:

We destroy data in the automated system as well as the file folders after 6 years.

SYSTEM MANAGER(S) AND ADDRESS:

Chief Executive Officer, Farm Credit Administration, 1501 Farm Credit Drive, McLean, VA 22102-5090.

NOTIFICATION PROCEDURE:

Direct all inquiries about this system of records to: Privacy Act Officer, Farm Credit Administration, 1501 Farm Credit Drive, McLean, VA 22102-5090.

RECORD ACCESS PROCEDURES:

To obtain a record, contact: Privacy Act Officer, Farm Credit Administration, 1501 Farm Credit Drive, McLean, VA 22102-5090, as provided in 12 CFR part 603.

CONTESTING RECORD PROCEDURES:

Direct requests for amendments of a record to: Privacy Act Officer, Farm Credit Administration, 1501 Farm Credit Drive, McLean, VA 22102-5090, as provided in 12 CFR part 603.

RECORD SOURCE CATEGORIES:

Persons making general inquiries or requests for information, FCA employees, Farm Credit System institutions, and other sources necessary to prepare a reply to the incoming correspondence.

EXEMPTIONS CLAIMED FOR THE SYSTEM:

None.

FCA-6**SYSTEM NAME:**

Freedom of Information and Privacy Act Requests—FCA.

SECURITY CLASSIFICATION:

None.

SYSTEM LOCATION:

Farm Credit Administration, 1501 Farm Credit Drive, McLean, VA 22102-5090.

CATEGORIES OF INDIVIDUALS COVERED BY THE SYSTEM:

Persons that request records under the Freedom of Information or Privacy Act.

CATEGORIES OF RECORDS IN THE SYSTEM:

This system contains letter requests, copies of replies and responsive records, and computerized database.

AUTHORITY FOR MAINTENANCE OF THE SYSTEM:

12 U.S.C. 2243, 2252; 5 U.S.C. 552 and 552a.

PURPOSE(S):

We use information in this system of records for reference.

ROUTINE USES OF RECORDS MAINTAINED IN THE SYSTEM, INCLUDING CATEGORIES OF USERS AND THE PURPOSES OF SUCH USES:

See the "General Statement of Routine Uses."

DISCLOSURE TO CONSUMER REPORTING AGENCIES:

None.

POLICIES AND PRACTICES FOR STORING, RETRIEVING, ACCESSING, RETAINING, AND DISPOSING OF RECORDS IN THE SYSTEM:**STORAGE:**

We maintain records in file folders and on a computerized database.

RETRIEVABILITY:

We retrieve records by name.

SAFEGUARDS:

We maintain file folders in a cabinet in an area that is secured after business hours. Only authorized personnel have access to the computerized database.

RETENTION AND DISPOSAL:

In accordance with NARA General Records Schedule requirements for Freedom of Information and Privacy Act request files. We destroy data in the automated system after 6 years.

SYSTEM MANAGER(S) AND ADDRESS:

Freedom of Information and Privacy Act Officer, Farm Credit Administration, 1501 Farm Credit Drive, McLean, VA 22102-5090.

NOTIFICATION PROCEDURE:

Direct all inquiries about this system of records to: Freedom of Information and Privacy Act Officer, Farm Credit Administration, 1501 Farm Credit Drive, McLean, VA 22102-5090.

RECORD ACCESS PROCEDURES:

To obtain a record, contact: Privacy Act Officer, Farm Credit Administration, 1501 Farm Credit Drive, McLean, VA 22102-5090, as provided in 12 CFR part 603.

CONTESTING RECORD PROCEDURES:

Direct requests for amendments to a record to: Privacy Act Officer, Farm Credit Administration, 1501 Farm Credit Drive, McLean, VA 22102-5090, as provided in 12 CFR part 603.

RECORD SOURCE CATEGORIES:

Persons making Freedom of Information and Privacy Act requests and FCA employees.

EXEMPTIONS CLAIMED FOR THE SYSTEM:

None.

FCA-7**SYSTEM NAME:**

Inspector General Investigative Files—FCA.

SECURITY CLASSIFICATION:

None.

SYSTEM LOCATION:

Office of the Inspector General (OIG), Farm Credit Administration, 1501 Farm Credit Drive, McLean, VA 22102-5090.

CATEGORIES OF INDIVIDUALS COVERED BY THE SYSTEM:

Subjects of OIG investigations relating to FCA's programs and operations. Subjects include, but are not limited to, current and former FCA employees; current and former agents or employees of contractors and subcontractors in their personal capacity, where applicable; and other persons whose actions affect the FCA, its programs or operations. Businesses, proprietorships, and corporations are not covered by this system.

CATEGORIES OF RECORDS IN THE SYSTEM:

This system contains correspondence relating to the investigation; internal staff memoranda; copies of subpoenas issued during the investigation, affidavits, statements from witnesses, transcripts of testimony taken in the investigation, and accompanying exhibits; documents, records, or copies obtained during the investigation, interview notes, investigative notes, staff working papers, draft materials, and other documents or records relating to the investigation; opening reports, progress reports, and closing reports; and other investigatory information or data relating to alleged or suspected criminal, civil, or administrative violations or similar wrongdoing by subject individuals.

AUTHORITY FOR MAINTENANCE OF THE SYSTEM:

Inspector General Act Amendments of 1988, Pub. L. 100-504, amending the Inspector General Act of 1978, Pub. L. 95-452, 5 U.S.C. app. 3.

PURPOSES:

We use information in this system: to document the conduct and outcome of investigations; to report results of investigations to other components of the FCA and other agencies and authorities for their use in evaluating programs and imposition of criminal, civil, or administrative sanctions; to report the results of investigations to other agencies or other regulatory bodies for an action deemed appropriate, and for retaining sufficient information to fulfill reporting requirements; and to maintain records related to the OIG's activities.

ROUTINE USES OF RECORDS MAINTAINED IN THE SYSTEM, INCLUDING CATEGORIES OF USERS AND THE PURPOSES OF SUCH USES:

We may disclose information in this system of records to any source when the FCA OIG is conducting an investigation or audit, but only to the extent necessary to get information from that source relevant to and sought in furtherance of the investigation or audit.

We may disclose the record or information in the record system to agencies, offices, or establishments of the executive, legislative, or judicial branch of the Federal or State government when we have a request and where the records or information is relevant and necessary to a decision on an employee's discipline or other administrative action (excluding a decision on hiring). We will take reasonable steps to ensure that the records are timely, relevant, accurate, and complete enough to assure fairness to the employee affected by the disciplinary or administrative action.

We may disclose the record or information in the record system to independent auditors or other private firms that OIG has contracted with to carry out an independent audit or investigation or to analyze, collate, aggregate, or otherwise refine data collected in the system of records. Such contractors shall maintain Privacy Act safeguards with respect to such records.

We may disclose the record or information in the record system to an FCA contractor when a contractor-operated program has been subject to OIG investigation that has uncovered personnel problems so that the contractor can correct those problems.

We may disclose the record or information in the record to debt collection contractors to collect debts owed to the Government, as authorized under the Debt Collection Act of 1982, 31 U.S.C. 3718, and subject to applicable Privacy Act safeguards.

Additional routine uses are listed in the "General Statement of Routine Uses."

DISCLOSURES TO CONSUMER REPORTING AGENCIES:

We may disclose information from this system, pursuant to 5 U.S.C. 552a(b)(12), to consumer reporting agencies as defined in the Fair Credit Reporting Act, 15 U.S.C. 1681a(f) or the Federal Claims Collection Act of 1966, as amended, 31 U.S.C. 3701(a)(3), in accordance with section 3711(f) of title 31.

POLICIES AND PRACTICES FOR STORING, RETRIEVING, ACCESSING, RETAINING, AND DISPOSING OF RECORDS IN THE SYSTEM:

STORAGE:

The OIG Investigative Files consist of paper records maintained in file folders, cassette tapes of interviews, and data maintained on computer diskettes. We store the folders, diskettes, and cassette tapes in file cabinets in the OIG.

RETRIEVABILITY:

We retrieve the records by the name of the subject of the investigation or by a unique control number assigned to each investigation.

SAFEGUARDS:

We maintain the records in lockable file cabinets in lockable rooms. Only authorized employees have access to the records. We lock file cabinets and rooms during non-duty hours.

RETENTION AND DISPOSAL:

We destroy OIG Investigative Files 10 years after a case is closed. We offer cases that are unusually significant for documenting major violations of criminal law or ethical standards to the National Archives for permanent retention.

SYSTEM MANAGER(S) AND ADDRESS:

Inspector General, Farm Credit Administration, 1501 Farm Credit Drive, McLean, VA 22102-5090.

NOTIFICATION PROCEDURE:

Address all inquiries about this system of records to: Privacy Act Officer, Farm Credit Administration, 1501 Farm Credit Drive, McLean, VA 22102-5090.

RECORD ACCESS PROCEDURES:

To obtain a record, contact: Privacy Act Officer, Farm Credit Administration, 1501 Farm Credit Drive, McLean, VA 22102-5090.

CONTESTING RECORD PROCEDURES:

Direct requests for amendments to: Privacy Act Officer, Farm Credit Administration, 1501 Farm Credit Drive, McLean, VA 22102-5090.

RECORD SOURCE CATEGORIES:

Employees or other persons on whom the record is maintained, non-target witnesses, FCA and non-FCA records, to the extent necessary to carry out OIG investigations authorized by 5 U.S.C. app. 3.

SYSTEMS EXEMPTED FROM CERTAIN PROVISIONS OF THE PRIVACY ACT:

Pursuant to 5 U.S.C. 552a(j)(2), records in this system are exempt from the provisions of 5 U.S.C. 552a, except

subsections (b), (c)(1) and (2), (e)(4)(A) through (F), (e)(6), (7), (9), (10), and (11), and (i), and corresponding sections of 12 CFR 603.355, to the extent a record in the system of records was compiled for criminal law enforcement purposes.

Pursuant to 5 U.S.C. 552a(k)(2), the system is exempt from 5 U.S.C. 552a(c)(3), (d), (e)(1), (e)(4)(G), (H), and (I), and (f), and the corresponding provisions of 12 CFR 603.355, to the extent the system of records consists of investigatory material compiled for law enforcement purposes. Material within the scope of the exemption at 5 U.S.C. 552a(j)(2) is also exempt. See 12 CFR 603.355.

FCA-8

SYSTEM NAME:

FCA Internet Access System—FCA.

SECURITY CLASSIFICATION:

None.

SYSTEM LOCATION:

Farm Credit Administration, 1501 Farm Credit Drive, McLean, VA 22102-5090.

CATEGORIES OF INDIVIDUALS COVERED BY THE SYSTEM:

Current and former FCA employees.

CATEGORIES OF RECORDS IN THE SYSTEM:

This system contains information pertaining to an employee's access to the Internet, including the employee's name, Web sites visited, dates, and times.

AUTHORITY FOR MAINTENANCE OF THE SYSTEM:

12 U.S.C. 2243, 2252.

PURPOSE(S):

We use information in this system of records to monitor an employee's access to the Internet.

ROUTINE USES OF RECORDS MAINTAINED IN THE SYSTEM, INCLUDING CATEGORIES OF USERS AND THE PURPOSES OF SUCH USES:

See "General Statement of Routine Uses."

DISCLOSURE TO CONSUMER REPORTING AGENCIES:

None.

POLICIES AND PRACTICES FOR STORING, RETRIEVING, ACCESSING, RETAINING, AND DISPOSING OF RECORDS IN THE SYSTEM:

STORAGE:

We maintain records on a computerized database.

RETRIEVABILITY:

We retrieve records by name.

SAFEGUARDS:

Only authorized personnel have access.

RETENTION AND DISPOSAL:

In accordance with NARA General Records schedule requirements.

SYSTEM MANAGER(S) AND ADDRESS:

Director, Office of Resources Management, Farm Credit Administration, 1501 Farm Credit Drive, McLean, VA 22102-5090.

NOTIFICATION PROCEDURE:

Address all inquiries about this system of records to: Privacy Act Officer, Farm Credit Administration, 1501 Farm Credit Drive, McLean, VA 22102-5090.

RECORD ACCESS PROCEDURES:

To obtain a record, contact: Privacy Act Officer, Farm Credit Administration, 1501 Farm Credit Drive, McLean, VA 22102-5090, as provided in 12 CFR 603.310.

CONTESTING RECORD PROCEDURES:

Direct requests for amendments of a record to: Privacy Act Officer, Farm Credit Administration, 1501 Farm Credit Drive, McLean, VA 22101-5090, as provided in 12 CFR Part 603.

RECORD SOURCE CATEGORIES:

FCA employee to whom record applies or Agency officials.

EXEMPTIONS CLAIMED FOR THE SYSTEM:

None.

FCA-9**SYSTEM NAME:**

Personnel Security Files—FCA.

SECURITY CLASSIFICATION:

None.

SYSTEM LOCATION:

Farm Credit Administration, 1501 Farm Credit Drive, McLean, VA 22102-5090.

CATEGORIES OF INDIVIDUALS COVERED BY THE SYSTEM:

Current and former FCA employees.

CATEGORIES OF RECORDS IN THE SYSTEM:

This system contains case files compiled during background investigations of employees in sensitive positions. It may include: (a) Security forms (e.g., SF 86, "Security Investigation Data for Sensitive Position" and OPM Form 329-B, "Authority for Release of Information and Rediscovery"); (b) investigative reports that may include a credit check, a check of police records, and interviews with neighbors, former supervisors, and coworkers; (c) a determination of suitability for a security clearance by FCA's security

officer; and (d) issuance of clearance statement.

AUTHORITY FOR MAINTENANCE OF THE SYSTEM:

12 U.S.C. 2243, 2252; Executive Orders 10450 and 10577.

PURPOSE(S):

We use information in this system of records to determine suitability for holding a sensitive position within FCA and to issue a security clearance.

ROUTINE USES OF RECORDS MAINTAINED IN THE SYSTEM, INCLUDING CATEGORIES OF USERS AND THE PURPOSES OF SUCH USES:

See the "General Statement of Routine Uses."

DISCLOSURE TO CONSUMER REPORTING AGENCIES:

None.

POLICIES AND PRACTICES FOR STORING, RETRIEVING, ACCESSING, RETAINING, AND DISPOSING OF RECORDS IN THE SYSTEM:**STORAGE:**

We maintain records in file folders.

RETRIEVABILITY:

We retrieve records by name.

SAFEGUARDS:

We maintain records in a locked safe in an area that is secured after business hours. Only the Personnel Security Officer and Alternate Personnel Security Officer have access to the records.

RETENTION AND DISPOSAL:

Files are retained in accordance with the NARA General Records Schedule requirements for personnel security records.

SYSTEM MANAGER(S) AND ADDRESS:

Personnel Security Officer, Human and Administrative Resources Division, Farm Credit Administration, 1501 Farm Credit Drive, McLean, VA 22102-5090.

NOTIFICATION PROCEDURE:

Address inquiries about this system of records to: Privacy Act Officer, Farm Credit Administration, 1501 Farm Credit Drive, McLean, VA 22102-5090.

RECORD ACCESS PROCEDURES:

To obtain a record, contact: Privacy Act Officer, Farm Credit Administration, 1501 Farm Credit Drive, McLean, VA 22102-5090, as provided in 12 CFR part 603.

CONTESTING RECORD PROCEDURES:

Direct requests for amendments to a record to: Privacy Act Officer, Farm Credit Administration, 1501 Farm Credit Drive, McLean, VA 22102-5090, as provided in 12 CFR part 603.

RECORD SOURCE CATEGORIES:

FCA employees requesting a security clearance and individuals or organizations that provide information to FCA concerning an employee's suitability for a security clearance.

SYSTEMS EXEMPTED FROM CERTAIN PROVISIONS OF THE ACT:

Information in this system of records about a confidential source's identity is subject to a specific exemption, 5 U.S.C. 552a(k)(5), to ensure accurate information on employment suitability.

FCA-10**SYSTEM NAME:**

Farm Credit System Institution Criminal Referrals—FCA.

SYSTEM CLASSIFICATION:

None.

SYSTEM LOCATION:

Office of General Counsel, Farm Credit Administration, 1501 Farm Credit Drive, McLean, VA 22102-5090.

CATEGORIES OF INDIVIDUALS COVERED BY THE SYSTEM:

Individuals who participate or have participated in the conduct of, or who are or were connected with, Farm Credit System institutions, such as directors, officers, employees, borrowers, shareholders, and agents, who have been named in criminal referrals, investigatory records or administrative enforcement orders or agreements.

CATEGORIES OF RECORDS IN THE SYSTEM:

This system may contain: Inter-agency or intra-agency correspondence or memoranda; criminal referral reports; newspaper clippings; Federal, State, or local criminal law enforcement agency investigatory reports, indictments, and/or arrest or conviction information; and administrative enforcement orders or agreements.

Records contained in this system (e.g., criminal law investigation reports prepared by the Federal Bureau of Investigation, Secret Service, and other Federal law enforcement agencies) may be the property of other agencies. Upon receipt of a request for such records, FCA will immediately notify the proprietary agency of the request and ask how to process the request for access. FCA may forward the request to the proprietary agency for processing in accordance with that agency's regulations.

AUTHORITY FOR MAINTENANCE OF THE SYSTEM:

12 U.S.C. 2243, 2252.

PURPOSE(S):

We use information in this system of records to track the progress of criminal

referrals through the justice system, to notify FCA examiners and Farm Credit System institutions of criminal referrals, and to issue notices/orders of prohibition.

ROUTINE USES OF RECORDS MAINTAINED IN THE SYSTEM, INCLUDING CATEGORIES OF USERS AND THE PURPOSES OF SUCH USES:

We may disclose information in this system of records to any financial institution, agency, authority, or other entity affected by the enforcement activities that reported the criminal activities or that regulates or supervises the financial institution.

Additional routine uses are listed in the "General Statement of Routine Uses."

DISCLOSURE TO CONSUMER REPORTING AGENCIES:

None.

POLICIES AND PRACTICES FOR STORING, RETRIEVING, ACCESSING, RETAINING, AND DISPOSING OF RECORDS IN THE SYSTEM:

STORAGE:

We maintain records in file folders and on a computerized database.

RETRIEVABILITY:

We retrieve records by name or by chronological number assigned in order of receipt.

SAFEGUARDS:

We maintain records in a cabinet in an area that is secured after business hours. Only authorized personnel have access to the computerized database.

RETENTION AND DISPOSAL:

Records are destroyed 20 years after action is completed.

SYSTEM MANAGER(S) AND ADDRESS:

Associate General Counsel, Legal Counsel Division, Office of General Counsel, Farm Credit Administration, 1501 Farm Credit Drive, McLean, VA 22102-5090.

NOTIFICATION PROCEDURES:

Address inquiries about this system of records to: Privacy Act Officer, Farm Credit Administration, 1501 Farm Credit Drive, McLean, VA 22102-5090.

RECORD ACCESS PROCEDURES:

To obtain a record, contact: Privacy Act Officer, Farm Credit Administration, Farm Credit Drive, McLean, VA 22102-5090, as provided in 12 CFR part 603.

CONTESTING RECORD PROCEDURES:

Direct requests for amendments to a record to: Privacy Act Officer, Farm Credit Administration, 1501 Farm Credit Drive, McLean, VA 22102-5090, as provided in 12 CFR part 603.

RECORD SOURCE CATEGORIES:

Farm Credit System institutions; Federal financial regulatory agencies; newspapers; and criminal law enforcement investigatory and prosecutorial authorities.

SYSTEMS EXEMPTED FROM CERTAIN PROVISIONS OF THE ACT:

This system is subject to a specific exemption, 5 U.S.C. 552a(k)(2), to the extent investigatory material is compiled for law enforcement purposes. Federal criminal law enforcement investigatory reports maintained as part of this system may be subject to exemptions imposed by the originating agency under 5 U.S.C. 552a(j)(2).

FCA-11

SYSTEM NAME:

Litigation and Administrative Adjudication Files—FCA.

SECURITY CLASSIFICATION:

None.

SYSTEM LOCATION:

Office of General Counsel, Farm Credit Administration, 1501 Farm Credit Drive, McLean, VA 22102-5090.

CATEGORIES OF INDIVIDUALS COVERED BY THE SYSTEM:

Parties involved in litigation or administrative adjudication with the FCA or litigation in which the FCA has an interest, including: (a) Administrative proceedings before the FCA (e.g., personnel actions, whistleblower cases), (b) Federal court cases when FCA is a party, (c) litigation when FCA is participating as an amicus curiae, (d) a claim and/or subsequent litigation under the Federal Tort Claims Act, and (e) other cases involving issues of concern to FCA, including those brought by other law enforcement agencies, Federal financial regulatory agencies, and private parties.

CATEGORIES OF RECORDS IN THE SYSTEM:

This system may contain: Papers comprising or included in the case record, such as briefs, affidavits, reports of investigation; other correspondence related to the action; internal memoranda and other documents pertaining to the action.

AUTHORITY FOR MAINTENANCE OF THE SYSTEM:

12 U.S.C. 2243, 2252; 44 U.S.C. 3101.

PURPOSE(S):

We use information in this system of records to track litigation matters and to draft legal opinions and litigation reports.

ROUTINE USES OF RECORDS MAINTAINED IN THE SYSTEM, INCLUDING CATEGORIES OF USERS AND THE PURPOSES OF SUCH USES:

See the "General Statement of Routine Uses."

DISCLOSURE TO CONSUMER REPORTING AGENCIES:

None.

POLICIES AND PRACTICES FOR STORING, RETRIEVING, ACCESSING, RETAINING, AND DISPOSING OF RECORDS IN THE SYSTEM:

STORAGE:

We maintain records in file folders and on a computerized database.

RETRIEVABILITY:

We retrieve records by name.

SAFEGUARDS:

We maintain file folders in a cabinet in an area that is secured after business hours. Only authorized personnel have access to the computerized database.

RETENTION AND DISPOSAL:

In accordance with retention schedules approved by NARA.

SYSTEM MANAGER(S) AND ADDRESS:

General Counsel, Farm Credit Administration, 1501 Farm Credit Drive, McLean, VA 22102-5090.

NOTIFICATION PROCEDURE:

Address all inquiries about this system of records to: Privacy Act Officer, Farm Credit Administration, 1501 Farm Credit Drive, McLean, VA 22102-5090.

RECORD ACCESS PROCEDURES:

To obtain a record, contact: Privacy Act Officer, Farm Credit System Administration, 1501 Farm Credit Drive, McLean, VA 22102-5090, as provided in 12 CFR part 603.

CONTESTING RECORD PROCEDURES:

Address requests for amendments to a record to: Privacy Act Officer, Farm Credit Administration, 1501 Farm Credit Drive, McLean, VA 22102-5090, as provided in 12 CFR part 603.

RECORD SOURCE CATEGORIES:

Person to whom the record applies, FCA employees, witnesses, U.S. Attorneys, U.S. District Courts, parties to the proceedings, or other Federal, State, or local agencies.

EXEMPTIONS CLAIMED FOR THE SYSTEM:

None.

FCA-12

SYSTEM NAME:

Health and Life Insurance Records—FCA

SECURITY CLASSIFICATION:

None.

SYSTEM LOCATION:

Farm Credit Administration, 1501 Farm Credit Drive, McLean, VA 22102-5090.

CATEGORIES OF INDIVIDUALS COVERED BY THE SYSTEM:

Current and former FCA employees and their dependents who are enrolled in the Agency-sponsored health and/or life insurance.

CATEGORIES OF RECORDS IN THE SYSTEM:

This system contains enrollment information for health and/or life insurance, including information on earnings, number and name of dependents, sex, birth date, home address, and social security number. It may also contain information pertaining to claims for benefits.

AUTHORITY FOR MAINTENANCE OF THE SYSTEM:

12 U.S.C. 2243, 2252.

PURPOSE(S):

We use information in this system of records to track premium payments and to pay claims.

ROUTINE USES OF RECORDS MAINTAINED IN THE SYSTEM, INCLUDING CATEGORIES OF USERS AND THE PURPOSES OF SUCH USES:

Information in this system of records may be disclosed:

(1) To the health or life insurance carrier in support of a claim for insurance benefits, (2) to vendors, carriers, or other appropriate third parties to verify, confirm, or substantiate audits or investigations, and (3) to vendors, carriers, or other appropriate third parties to obtain competitive bids.

Additional routine uses are listed in the "General Statement of Routine Uses."

DISCLOSURE TO CONSUMER REPORTING AGENCIES:

None.

POLICIES AND PRACTICES FOR STORING, RETRIEVING, ACCESSING, RETAINING, AND DISPOSING OF RECORDS IN THE SYSTEM:**STORAGE:**

Records are maintained in file folders.

RETRIEVABILITY:

We retrieve records by name.

SAFEGUARDS:

We maintain file folders in a cabinet in an area that is secured after business hours.

RETENTION AND DISPOSAL:

In accordance with NARA General Records Schedule requirements.

SYSTEM MANAGER(S) AND ADDRESS:

Director, Human and Administrative Resources Division, Farm Credit Administration, 1501 Farm Credit Drive, McLean, VA 22102-5090.

NOTIFICATION PROCEDURE:

Address inquiries about this system of records to: Privacy Act Officer, Farm Credit Administration, 1501 Farm Credit Drive, McLean, VA 22102-5090.

RECORD ACCESS PROCEDURES:

To obtain a record, contact: Privacy Act Officer, Farm Credit System Administration, 1501 Farm Credit Drive, McLean, VA 22102-5090, as provided in 12 CFR part 603.

CONTESTING RECORD PROCEDURES:

Direct requests for amendments to a record to: Privacy Act Officer, Farm Credit Administration, 1501 Farm Credit Drive, McLean, VA 22102-5090, as provided in 12 CFR part 603.

RECORD SOURCE CATEGORIES:

FCA employee enrolled in the Agency-sponsored health and/or life insurance or the insurance company.

EXEMPTIONS CLAIMED FOR THE SYSTEM:

None.

FCA-13**SYSTEM NAME:**

Correspondence files—FCA.

SECURITY CLASSIFICATION:

None.

SYSTEM LOCATION:

Farm Credit Administration, 1501 Farm Credit Drive, McLean, VA 22102-5090 and field offices listed in Appendix A.

CATEGORIES OF INDIVIDUALS COVERED BY THE SYSTEM:

Current and former FCA employees and correspondents.

CATEGORIES OF RECORDS IN THE SYSTEM:

This system contains incoming and outgoing correspondence and internal reports and memoranda, which are part of a general correspondence file maintained by the office involved.

AUTHORITY FOR MAINTENANCE OF THE SYSTEM:

12 U.S.C. 2243, 2252.

PURPOSE(S):

We use information in this system of records to track incoming and outgoing correspondence and to draft correspondence and other memoranda.

ROUTINE USES OF RECORDS MAINTAINED IN THE SYSTEM, INCLUDING CATEGORIES OF USERS AND THE PURPOSES OF SUCH USES:

See "General Statement of Routine Uses."

DISCLOSURE TO CONSUMER REPORTING AGENCIES:

None.

POLICIES AND PRACTICES FOR STORING, RETRIEVING, ACCESSING, RETAINING, AND DISPOSING OF RECORDS IN THE SYSTEM:**STORAGE:**

We maintain records in file folders and on a computerized database.

RETRIEVABILITY:

We retrieve records by name.

SAFEGUARDS:

We maintain file folders in a cabinet in an area that is secured after business hours. Only authorized personnel have access to the computerized database.

RETENTION AND DISPOSAL:

In accordance with NARA General Records Schedule.

SYSTEM MANAGER(S) AND ADDRESS:

Chief Executive Officer, Farm Credit Administration, 1501 Farm Credit Drive, McLean, VA 22102-5090

NOTIFICATION PROCEDURES:

Direct inquiries about this system of records to: Privacy Act Officer, Farm Credit Administration, 1501 Farm Credit Drive, McLean, VA 22102-5090.

RECORD ACCESS PROCEDURES:

To obtain a record, contact: Privacy Act Officer, Farm Credit Administration, 1501 Farm Credit Drive, McLean, VA 22102-5090, as provided in 12 CFR part 603.

CONTESTING RECORDS PROCEDURES:

Direct requests for amendments to a records to: Privacy Act Officer, Farm Credit Administration, 1501 Farm Credit Drive, McLean, VA 22102-5090, as provided in 12 CFR Part 603.

RECORD SOURCE CATEGORIES:

Persons corresponding with FCA and correspondence and memoranda prepared by FCA.

EXEMPTIONS CLAIMED FOR THE SYSTEM:

None.

FCA-14**SYSTEM NAME:**

Employee Travel Records—FCA.

SECURITY CLASSIFICATION:

None.

SYSTEM LOCATION:

Farm Credit Administration, 1501 Farm Credit Drive, McLean, VA 22102-5090.

CATEGORIES OF INDIVIDUALS COVERED BY THE SYSTEM:

FCA employees who travel on official FCA business.

CATEGORIES OF RECORDS IN THE SYSTEM:

This system contains the employee's name, address, destination, itinerary, mode and purpose of travel. It includes travel authorizations, travel vouchers, receipts, dates, expenses, amounts advanced, amounts claimed, amounts reimbursed, and other records.

AUTHORITY FOR MAINTENANCE OF THE SYSTEM:

12 U.S.C. 2243, 2252.

PURPOSE(S):

We use information in this system of records to ensure the proper payment of travel claims.

ROUTINE USES OF RECORDS MAINTAINED IN THE SYSTEM, INCLUDING CATEGORIES OF USERS AND THE PURPOSES OF SUCH USES:

See "General Statement of Routine Uses."

DISCLOSURE TO CONSUMER REPORTING AGENCIES:

None.

POLICIES AND PRACTICES FOR STORING, RETRIEVING, ACCESSING, RETAINING, AND DISPOSING OF RECORDS IN THE SYSTEM:**STORAGE:**

We maintain records in file folders and on a computerized database.

RETRIEVABILITY:

We retrieve records by name.

SAFEGUARDS:

We maintain file folders in a cabinet in an area that is secured after business hours. Only authorized personnel have access to the computerized database.

RETENTION AND DISPOSAL:

In accordance with NARA General Records Schedule.

SYSTEM MANAGER(S) AND ADDRESS:

Chief Executive Officer, Farm Credit Administration, 1501 Farm Credit Drive, McLean, VA 22102-5090

NOTIFICATION PROCEDURES:

Direct inquiries about this system of records to: Privacy Act Officer, Farm Credit Administration, 1501 Farm Credit Drive, McLean, VA 22102-5090.

RECORD ACCESS PROCEDURES:

To obtain a record, contact: Privacy Act Officer, Farm Credit

Administration, 1501 Farm Credit Drive, McLean, VA 22102-5090, as provided in 12 CFR part 603.

CONTESTING RECORDS PROCEDURES:

Direct requests for amendments to a record to: Privacy Act Officer, Farm Credit Administration, 1501 Farm Credit Drive, McLean, VA 22102-5090, as provided in 12 CFR part 603.

RECORD SOURCE CATEGORIES:

FCA employee that is the subject of the record and service providers.

EXEMPTIONS CLAIMED FOR THE SYSTEM:

None.

FCA—15**SYSTEM NAME:**

Employee Training—FCA.

SECURITY CLASSIFICATION:

None.

SYSTEM LOCATION:

Farm Credit Administration, 1501 Farm Credit Drive, McLean, VA 22102-5090.

CATEGORIES OF INDIVIDUALS COVERED BY THE SYSTEM:

Present and former FCA employees.

CATEGORIES OF RECORDS IN THE SYSTEM:

This system contains the educational history and progression of FCA employees while employed by FCA, including employee's schools of attendance, courses completed or enrolled in, dates of attendance, tuition fees and expenses, and per diem and travel expenses.

AUTHORITY FOR MAINTENANCE OF THE SYSTEM:

12 U.S.C. 2243, 2252.

PURPOSE(S):

We use information in this system of records to track an employee's professional training.

ROUTINE USES OF RECORDS MAINTAINED IN THE SYSTEM, INCLUDING CATEGORIES OF USERS AND THE PURPOSES OF SUCH USES:

See "General Statement of Routine Uses."

DISCLOSURE TO CONSUMER REPORTING AGENCIES:

None.

POLICIES AND PRACTICES FOR STORING, RETRIEVING, ACCESSING, RETAINING, AND DISPOSING OF RECORDS IN THE SYSTEM:**STORAGE:**

We maintain records in file folders and on a computerized database.

RETRIEVABILITY:

We retrieve records by name.

SAFEGUARDS:

We maintain file folders in a cabinet in an area that is secured after business hours. Only authorized personnel have access to the computerized database.

RETENTION AND DISPOSAL:

In accordance with NARA General Records Schedule.

SYSTEM MANAGER(S) AND ADDRESS:

Chief Executive Officer, Farm Credit Administration, 1501 Farm Credit Drive, McLean, VA 22102-5090.

NOTIFICATION PROCEDURES:

Address all inquiries about this system of records to: Privacy Act Officer, Farm Credit Administration, 1501 Farm Credit Drive, McLean, VA 22102-5090.

RECORD ACCESS PROCEDURES:

To obtain a record, contact: Privacy Act Officer, Farm Credit Administration, 1501 Farm Credit Drive, McLean, VA 22102-5090, as provided in 12 CFR part 603.

CONTESTING RECORDS PROCEDURES:

Direct requests for amendments to a records to: Privacy Act Officer, Farm Credit Administration, 1501 Farm Credit Drive, McLean, VA 22102-5090, as provided in 12 CFR part 603.

RECORD SOURCE CATEGORIES:

FCA employee that is the subject of the record and the training institution where the employee enrolled.

EXEMPTIONS CLAIMED FOR THE SYSTEM:

None.

FCA—16**SYSTEM NAME:**

Examiner Training and Education Records—FCA

SECURITY CLASSIFICATION:

None.

SYSTEM LOCATION:

Farm Credit Administration, 1501 Farm Credit Drive, McLean, VA 22102-5090.

CATEGORIES OF INDIVIDUALS COVERED BY THE SYSTEM:

Present and former FCA precommissioned and commissioned examiners.

CATEGORIES OF RECORDS IN THE SYSTEM:

This system contains the educational history and progression of FCA precommissioned examiners, including the skills inventory form, training program record, formal training record, and results of commissioning test.

AUTHORITY FOR MAINTENANCE OF THE SYSTEM:
12 U.S.C. 2243, 2252.

PURPOSE(S):

We use information in this system of records to track precommissioned examiners' training and progression.

ROUTINE USES OF RECORDS MAINTAINED IN THE SYSTEM, INCLUDING CATEGORIES OF USERS AND THE PURPOSES OF SUCH USES:

See "General Statement of Routine Uses."

DISCLOSURE TO CONSUMER REPORTING AGENCIES:

None.

POLICIES AND PRACTICES FOR STORING, RETRIEVING, ACCESSING, RETAINING, AND DISPOSING OF RECORDS IN THE SYSTEM:

STORAGE:

We maintain records in file folders and on a computerized database.

RETRIEVABILITY:

We retrieve records by name.

SAFEGUARDS:

We maintain file folders in a cabinet in an area that is secured after business hours. Only authorized personnel have access to the computerized database.

RETENTION AND DISPOSAL:

In accordance with NARA records schedules.

SYSTEM MANAGER(S) AND ADDRESS:

Chief Executive Officer, Farm Credit Administration, 1501 Farm Credit Drive, McLean, VA 22102-5090.

NOTIFICATION PROCEDURES:

Direct all inquiries about this system of records to: Privacy Act Officer, Farm Credit Administration, 1501 Farm Credit Drive, McLean, VA 22102-5090.

RECORD ACCESS PROCEDURES:

To obtain a record, contact: Privacy Act Officer, Farm Credit Administration, 1501 Farm Credit Drive, McLean, VA 22102-5090, as provided in 12 CFR part 603.

CONTESTING RECORDS PROCEDURES:

Direct requests for amendments to a record to: Privacy Act Officer, Farm Credit Administration, 1501 Farm Credit Drive, McLean, VA 22102-5090, as provided in 12 CFR part 603.

RECORD SOURCE CATEGORIES:

FCA examiner that is the subject of the record, the examiner's supervisor, and members of the examiner's supervision panel.

EXEMPTIONS CLAIMED FOR THE SYSTEM:

None.

Appendix A—Farm Credit Administration Field Offices

McLean Field Office, 1501 Farm Credit Drive, McLean, VA 22102-5090
Dallas Field Office, 511 East Carpenter Freeway, Suite 650, Irving, TX 75062-3930
Denver Field Office, 3131 South Vaughn Way, Suite 250, Aurora, CO 80014-3507
Sacramento Field Office, 2180 Harvard Street, Suite 300, Sacramento, CA 95815
Bloomington Field Office, 2850 Metro Drive, Suite 729, Bloomington, MN 55425-1415
Dated: May 19, 1999.

Vivian L. Portis,

Secretary, Farm Credit Administration Board.
[FR Doc. 99-12995 Filed 5-24-99; 8:45 am]
BILLING CODE 6705-01-P

FEDERAL COMMUNICATIONS COMMISSION

Notice of Public Information Collections Being Reviewed by the Federal Communications Commission

May 14, 1999.

SUMMARY: The Federal Communications Commissions, as part of its continuing effort to reduce paperwork burden invites the general public and other Federal agencies to take this opportunity to comment on the following information collection, as required by the Paperwork Reduction Act of 1995, Pub. L. 104-13. An agency may not conduct or sponsor a collection of information unless it displays a currently valid control number. No person shall be subject to any penalty for failing to comply with a collection of information subject to the Paperwork Reduction Act (PRA) that does not display a valid control number. Comments are requested concerning (a) whether the proposed collection of information is necessary for the proper performance of the functions of the Commission, including whether the information shall have practical utility; (b) the accuracy of the Commission's burden estimate; (c) ways to enhance the quality, utility, and clarity of the information collected; and (d) ways to minimize the burden of the collection of information on the respondents, including the use of automated collection techniques or other forms of information technology.

DATES: Written comments should be submitted on or before July 26, 1999. If you anticipate that you will be submitting comments, but find it difficult to do so within the period of time allowed by this notice, you should advise the contact listed below as soon as possible.

ADDRESSES: Direct all comments to Les Smith, Federal Communications Commission, Room 1 A-804, 445 12th Street, SW, Washington, DC 20554 or via the Internet to lesmith@fcc.gov.

FOR FURTHER INFORMATION CONTACT: For additional information or copies of the information collections contact Les Smith at (202) 418-0217 or via the Internet at lesmith@fcc.gov.

SUPPLEMENTARY INFORMATION:

OMB Control Number: 3060-0890.

Title: Wireless Telecommunications Bureau Waives Limitations on Payments in Settlement Agreements Among Parties in Contested Licensing Cases, Public Notice, DA 99-745, released April 16, 1999.

Form Number: N/A.

Type of Review: New collection.

Respondents: Individuals and Households, Business or other for-profit.
Number of Respondents: 1,024.

Estimated Time per Response: 1 hour.

Frequency of Responses: On occasion, reporting requirements.

Total Annual Burden: 1,024 hours.

Total Annual Costs: \$95,260.

Needs and Uses: The information will be used to determine whether settlement agreements are properly administered and to ensure that the grant or denial of these agreements are completed in accordance with the Commission's rules and are in the public interest. Any information provided by parties under this collection will be made available to the public for inspection. The public notice allows parties to redact certain business confidential information, such as the amount of consideration, promised, paid or received.

Federal Communications Commission.

Magalie Roman Salas,

Secretary.

[FR Doc. 99-13100 Filed 5-24-99; 8:45 am]

BILLING CODE 6712-01-P

FEDERAL COMMUNICATIONS COMMISSION

Sunshine Act Meeting

May 20, 1999.

FCC To Hold Open Commission Meeting Thursday, May 27, 1999

The Federal Communications Commission will hold an Open Meeting on the subjects listed below on Thursday, May 27, 1999, which is scheduled to commence at 9:30 a.m. in Room TW-C305, at 445 12th Street, S.W., Washington, D.C.